

CITY OF RENO PARKLET PROGRAM

guidelines



program overview

how can I install a parklet?

Parklets are small platforms that take the place of two parking spaces, with seats and tables that allow people to stop, sit and enjoy the neighborhood street life. They can act like a front porch or stoop to hang out on.

These small spaces can make a big difference in a neighborhood. Creating pedestrian spaces improves the quality of life in Reno's neighborhoods and commercial corridors.

The City Manager's Office of Arts, Culture and Special Events (ACE) would like to support neighborhoods in making their environment more livable. ACE will partner with local business owners, or community groups interested in bringing Parklets to their community, please review this short set of guidelines and design guide-lines before submitting a request to ACE for a Parklet Permit.

How do you get permission for a parklet?

1. CONTACT ACE
2. STREETS DEPARTMENT LOCATION APPROVAL
3. PROVIDE EVIDENCE OF COMMUNITY SUPPORT
4. STREETS DEPARTMENT APPROVAL OF PLANS



Photo Credit: Ryan Collerd courtesy of UCD

contact ACE

If you are interested in applying for a parklet, contact the ACE Dept.

email: matthewsonk@reno.gov
telephone: 775.334.2055

location approval

Approval of any location must be given by Streets Department Traffic Engineers. Parklets should be located on Streets with posted maximum speed limits of 25 mph. Parklets should not be placed atop manholes or in front of fire hydrants.

provide evidence of community support

Community support shall be evidenced by (1) letter(s) of support from the property owner(s), (2) letters of support from adjacent property owners, (3) letters of support from the district councilperson, (4) a petition indicating that 51% of residents and / or business owners on the potential parklet's block are in support of the parklet.

Streets Department approval

Applicants must submit Parklet designs for approval by the Streets Department. All designs must comply with the design guidance that appears on the following pages.

Parklet operators must be prepared to insure their parklets according to the requirements set by the City and sign a Occupancy Permit with the City. Such an agreement will require Parklet operators to:

1. Agree to store Parklets during the off -season (from late autumn to spring).
2. Agree to keep the Parklets clean.
3. Agree store furniture over night (on an as needed basis).



Photo Credit: Photo courtesy of Logan CDC





design guidelines

where should parklets go?

Parklets should be located on commercial corridors. They should be located in front of businesses or institutions that generate foot traffic and that can take care of the parklet.

The Parklet zone may not be longer than the frontage of the applicants' or supporting property owners' property line. Generally, Parklets should generally be 2 parking spots long, though both shorter and longer proposals may be considered. This length is inclusive of curb-stops and wheel lengths.

See diagram, page 3, item #1

Parklets should be on streets with posted speed limits of 25 MPH.

Parklets should be located in the middle of a block.

Parklets are not recommended for streets with historic paving materials.

Parklets may not obstruct crosswalks.

how should parklets be built?

Parklets should be accessible

All Parklets must have a sign that reads "Public Parklet: all seating is open to the public."

The sidewalk-facing side of the Parklet should be open to pedestrians.

See diagram, page 3, item #2

The entrance on sidewalk-facing side of the Parklet should be placed so as to avoid tree pits.

Parklet decking must be flush with the curb and may not have more than a 1/4 inch gap from the curb. If this is impossible, the parklet must be ADA accessible. A minimum 36" ADA accessible entryway to the Parklet must be maintained for all parklets.

See diagram, page 4, item #6

Parklets should be safe

Parklets should not be any wider than the parking lane. If no parking lane is striped, applicants shall consult with the Streets Department to obtain official parking lane width.

See diagram, page 2, item #3

The outer-edge of the Parklet railing must be 18" from the travel lane, creating an 18" clear zone.

See diagram, page 4, item #8

The outer-edge of the Parklet must be at least 6" high. A reduced curb height may be permitted if existing physical constraints limit the height provided that at least a minimum 3" curb height at the street edge is provided.

See diagram, page 4, item #9

The outside portion of the platform should be 6" x 6".

See diagram, page 4, item #10

Parklets must have some vertical elements (e.g planters, umbrellas) to be visible to passing vehicles. However these must not obstruct driver views.

Open guard rails are required. No wall or rail may be higher than 3', as measured from street.

See diagram, page 4, item #11

All rails must be capable of withstanding a 200 pound horizontal force.

See diagram, page 4, item #12

Parklets should be finished with quality materials and must support 100 pound per square foot live load.

The outside edge of the platform must support 50-lbs per linear feet of live load.

Parklets should be safe CONT.

Parklets must have reflective soft hit posts. They must align with the end of the platform. They may not be in the travel lane.

See diagram, page 2, item #4

Parklets must have wheel stops installed 4' from the curb. Wheel stops may be affixed to the asphalt using a drill and bolts, provided the holes are filled with a polyurethane caulk.

See diagram, page 2, item #5

what else do I need to know?

Any signage that contains a corporate logo shall be considered "Accessory Signage" and must have Planning Division approval.

The platform may not be attached to, or damage the street and must be easily assembled and disassembled

Parklets may use 4" x 4" metal plates as footings.

The platform should allow for easy access underneath the plat-form and curbside drainage may not be impede

A gap of 6" should be maintained between the body of the deck and the curb, to facilitate the movement of water.

See diagram, page 4, item #7

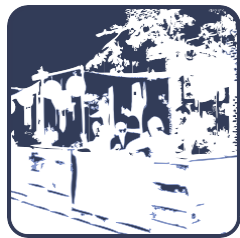
All plans must clearly articulate the spans and supports to be used for the body of the Parklet.

Applicants interested in utilizing fabric sails or other architectural features which may "catch" wind, must provide proof of wind loads.

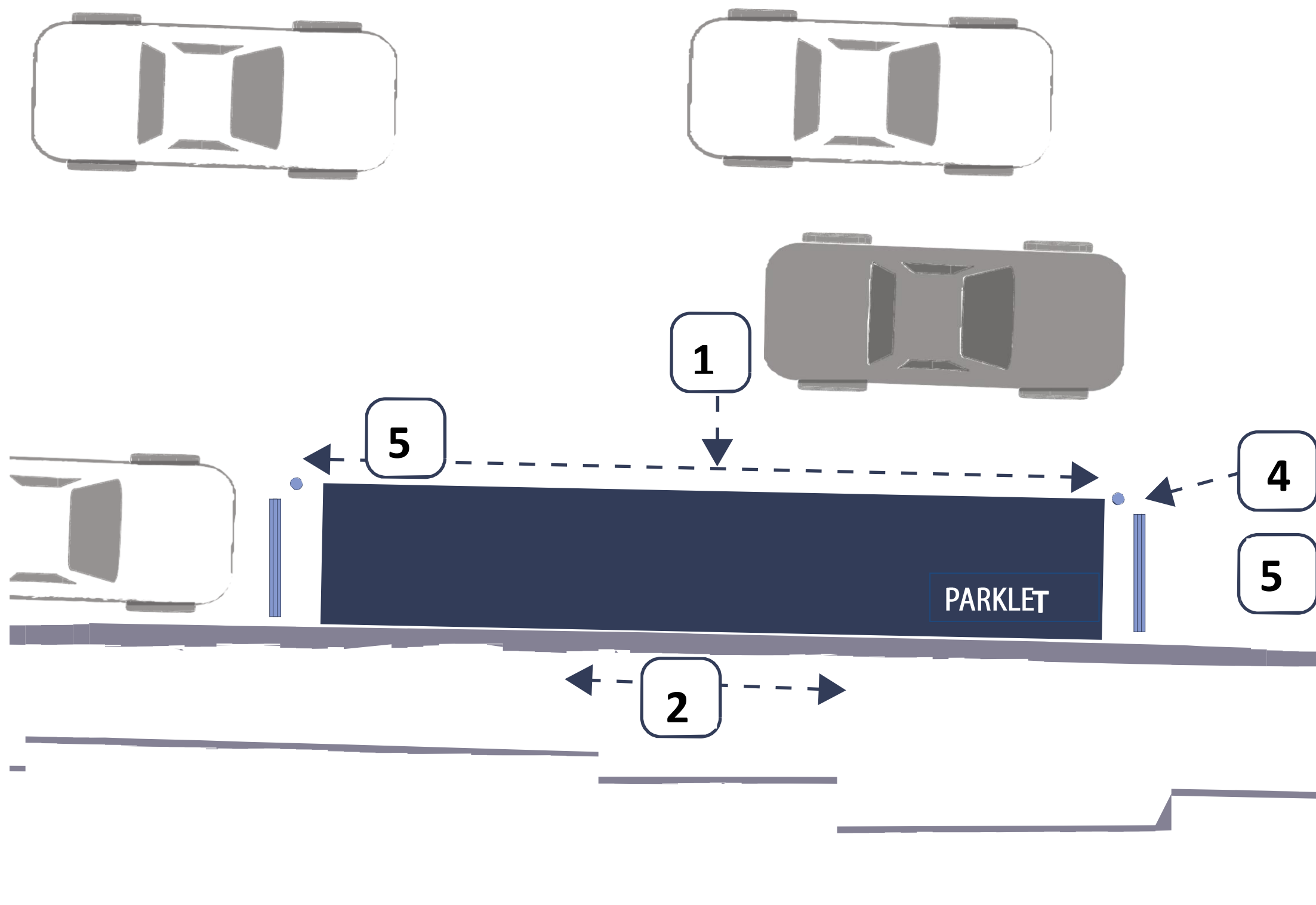
Parklets must have

Parklets are public spaces. No table service is allowed at a parklet.

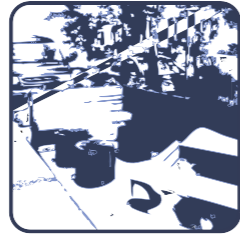
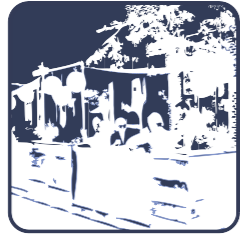
Please see the City of Reno Streatery Supplement for more Information on how you can serve food and alcohol On a Parklet in the City of Reno.



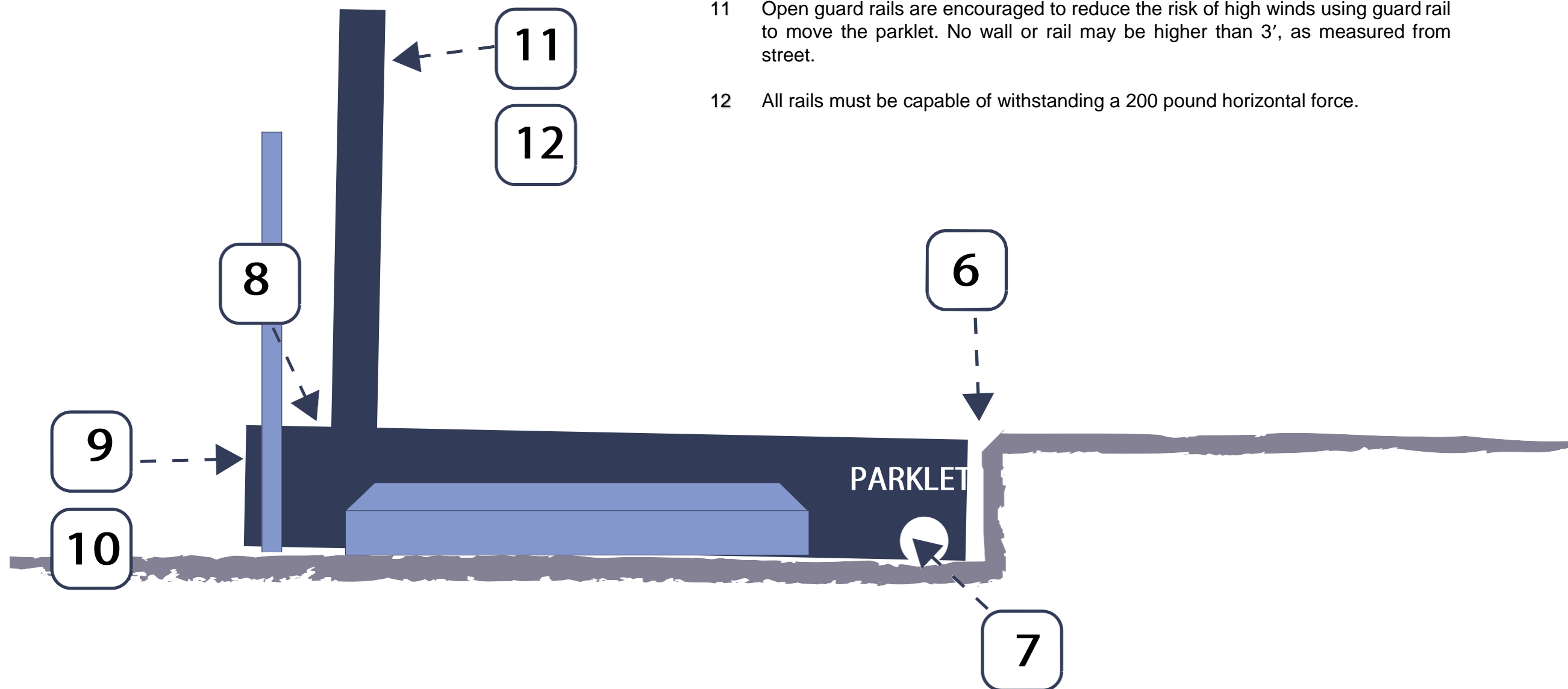
design guidelines



- 1 The Parklet zone may not be longer than the frontage of the applicants' or supporting property owners' property line. Generally Parklets should generally be 2 parking spots long, though both shorter and longer proposals may be considered. This length is inclusive of curb-stops and wheel lengths.
- 2 The sidewalk-facing side of the Parklet should be open to pedestrians.
- 3 Parklets should not be any wider than the parking lane. If no parking lane is striped, applicants shall consult with the Streets Department to obtain official parking lane width.
- 4 Parklets must have reflective soft hit posts. They must align with the end of the platform. They may not be in the travel lane.
- 5 Parklets must have wheel stops installed 4' from the curb. Wheel stops may be affixed to the asphalt using a drill and bolts, provided the holes are filled with a polyurethane caulk.



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- 6 Parklet decking must be flush with the curb and may not have more than a 1/4 inch gap from the curb. If this is impossible, the parklet must be ADA accessible. A minimum 36" ADA accessible entryway to the Parklet must be maintained for all parklets.
- 7 The platform should allow for easy access underneath the platform and curbside drain-age may not be impeded. A gap of 6" should be maintained between the body of the deck and the curb, to facilitate the movement of water.
- 8 The outer-edge of the Parklet railing must be 18" from the travel lane, creating an 18" clear zone.
- 9 The outer-edge of the Parklet must be at least 6 inches high. A reduced curb height may be permitted if existing physical constraints limit the height provided that at least a minimum 3-in curb height at the street edge is provided.
- 10 The outside member of the platform should be 6" x 6".

Parklets must have some vertical elements (e.g. planters, umbrellas) to be visible to pass-ing vehicles. However these must not obstruct driverviews.
- 11 Open guard rails are encouraged to reduce the risk of high winds using guard rail to move the parklet. No wall or rail may be higher than 3', as measured from street.
- 12 All rails must be capable of withstanding a 200 pound horizontal force.